

FRIENDS OF THE BARABOO PUBLIC LIBRARY
ADVOCACY, FUNDRAISING, VOLUNTEERISM
BOARD MEETING MINUTES

Tuesday, March 12, 2019 - 5:30 pm
West Square Building, room B-30

- I. **Call to order-** Meeting was called to order at 5:35 p.m. by Board President Sara Roltgen with Pat Shear as Recording Secretary. Others attending were Maria Kopecky, Anne Horjus and Luisa Ramos Romero. Absent were Jessica Bergin and Jennifer Watts.
- II. **Review of agenda-**Under New Business, Item A. moved to here to welcome new Board member Anne Horjus. Added Item C. National Library Week recognition.
- III. **Minutes of February 11, 2019 meeting-**Under New Business, Item D., change "form" to from. Motion to accept the minutes as corrected made by Maria Kopecky, seconded by Luisa Ramos Romero. Motion passed.
- IV. **Treasurer's Report-**Filed for audit.
- V. **Correspondence-**Note was received from a Lifetime member explaining that a recent membership renewal was actually a donation.
- VI. **Standing Committee reports**
 - A. **Director's Report-**Building Committee is meeting to begin narrowing the design for the expansion. Baraboo Reads has started with almost 100 copies of the book distributed so far. There is a section on the library website with details on upcoming discussions. Library leaders are working on the five-year strategic plan. Upcoming City Newscape newsletters will feature articles written by library staff. Library now has an Instagram account: @baraboopubliclibrary
- VII. **Special Committee reports**
 - A. **May book sale-**Pat met with Lena to go over duties and timelines. Dates will be Friday May 10th and Saturday May 11th from 9-4 both days. Prices will be the same as the last sale. The program room is reserved beginning on Wednesday May 9th but Anne will check to see if we can begin set up earlier that week. We will reach out to members to help with coordinating the sale and working shifts.
 - B. **Books for Newborns-**Currently waiting on brochures, labels, etc. to complete wrapping the books on hand.
 - C. **Music with Friends-**Next event is this Thursday, March 14th. Next is the rescheduled performance on Thursday March 28th. The last 2019 event will be on Thursday April 11th.
- VIII. **Unfinished Business**
 - A. **Membership strategies:**
 1. **Children's book cart-**Lack of space in the Youth Services Department may not allow for a cart. Suggestion was made to add children's books to the adult cart upstairs and post a note to that effect downstairs.

2. Story time presence-Anne described several events where we could promote the Friends or provide membership materials, treats, etc. More information will be coming.

3. Membership materials in Children's Department-We will set up a small display of membership materials.

B. Outreach/listening to members: Discussion on using the Friends Facebook page to get input from the public by asking questions, seeking ideas, etc. Suggestion made to add board members pictures to the page.

IX. New Business

A. Welcome Anne Horjus-Moved to beginning of meeting.

B. Approval of disbursement requests-

\$32.50 Online Labels--- blank labels for books, Book Page, newborn books

\$160.00 US Bank/Golden Needle ---book bags for outreach delivery

\$5.99 Office Depot---card stock

C. National Library Week-Runs from April 7-13. Motion made to spend up to \$100 for two desk bouquets made by Pat Shear, seconded by Anne Horjus. Motion passed. Sara will contact Jennifer Fox and order the arrangements.

X. Next meeting: Tuesday, April 2, 2019

XI. Adjournment-Motion to adjourn made by Pat Shear, seconded by Luisa Ramos Romero. Meeting adjourned at 6:58 pm.

Pat Shear, Meeting Minutes Recorder
Submitted March 12, 2019

Approved April 2, 2019